Climate Change - Member Advisory Board Meetings Action List



Actions from the last meeting (26th May 2022)

| Item No. | Date of Meeting | Points raised | Action to be taken | Responsible /Lead Officer | Update | Status |
|-------------|--------------------|--|---|------------------------------|--|----------|
| 1 | 26/05/22 | A member of the group confirmed that the Cathedral group was no longer running and to remove it from the action list | Climate Response Team to remove from MAG action list | Marion Phillips | Action completed and closed. | Complete |
| 2 | 26/05/22 | The group asked for the funding column in the action plan to include detail of capital funding obtained for 2022-23 such as the £12 million for Re-fit programme. The Deputy Chief Executive and Director of Place advised on also including the £11 million LED programme. | Climate Response Team to amend action plan to reflect funding received | Vicki Emritt | Update 20.06.22: Action completed and closed. | Complete |
| 3 | 26/05/22 | The group highlighted the importance of making sure that EV charge points are operational and in use by the community | Sustainable Transport Team to monitor the use of EV charge points. | James Sutton | Update 20.06.22: Following the installation of the Council's first 34 EV charging points in October 2021, part funded by the Office for Zero Emission Vehicles [OZEV], officers continue to monitor their usage and promote accordingly, in partnership with Connected Kerb. According to the associated dashboard system, there has been a total of 1,355 individual charging sessions across the three car park locations to date, with a further twenty public car park locations in Medway being proposed in accordance with the Kent & Medway Chargepoint Network; see https://www.connectedkerb.com/kent. | Complete |

| 5 | 26/05/22 | It was noted that the walking bus has not been seen for some time, but the Chair confirmed they are still running. | Sustainable Transport team to check on walking bus schemes, in particular in Strood north and follow up with Cllr Van Dyke. | James Sutton | Update 20.06.22: the Walking Bus initiative is still running and promoted by the Council in partnership with the KM Charity Team. The initiative relaunched in September 2021, as it had been on hold during the Covid lockdown period in line with social distancing restrictions. Since this time, there has been limited Walking Bus uptake in both Kent and Medway, however something that officers continue to promote to schools and other educational settings across Medway. The Council also work with the KM Charity to promote the Walk on Wednesday 'WOW' initiative, with approximately 3,000 children across Medway participating. Likewise, the Sustrans Big Walk & Wheel campaign was promoted to Medway schools in March and April this year, with 2,440 schools having registered nationally and close to 8 million children having participated. As a result, 80% of pupils attending St Margaret's at Troy Town Primary School in Rochester walked or cycled during the two week campaign and 81% of students at Greenacre Academy in Walderslade, achieving 6th place nationally. Other active travel focus campaigns promoted during the year include National Walk to School Week in May, Bike Week in June and International Walk to School Month in October. Further details available on request, email transportinitiatives@medway.gov.uk. | Complete |
|---|----------|--|--|--------------|---|----------|
| 6 | 26/05/22 | The group welcomed actions addressing the tendering system and advised that they would like to hear more about this in due course | Category Management to present an update to the group in future – format to be agreed. | Mike Kelly | Update 20.06.22: Under review, no update . | Ongoing |
| 7 | 26/05/22 | The group commented that the improvements in cycling were encouraging but that there is still much to do. In particular in terms of advice and support to get into cycling and further cycle storage. | Sustainable Transport team to speak with public health around a cycling advice campaign and including secure cycle storage in future funding bids | James Sutton | Update 20.06.22: Officers are currently working with Systra to develop a Local Cycling & Walking Infrastructure Plan 'LCWIP' and build upon the 80+ miles of cycle route on Medway's network, as part of the Council's Capability Fund allocation from the DfT. This will include other active travel revenue workstreams, including schools and workplace initiatives, resources and a dedicated officer. Consideration will be given to further funding opportunities linked to cycling infrastructure wherever possible. The Public Health Team current run two cycling programmes for adults, the 'Active Medway Cycling Project' which includes adult led bike rides, and the 'On Ur Bike' programme designed to teach people to ride over a period of 4-weeks. | Ongoing |

Update on actions from previous meetings

| 1 | | anything from a climate change perspective in the summer events, either soft messaging or similar, to ensure we are doing everything we can. For example a climate change street party guide or similar. The Chair agreed and confirmed that he would like to see something on Climate Change in the street party kit. (5.14) The Head of Communications and Marketing commented that the team | over inclusion of climate change in the Street Party kit. The Head of Communications and Marketing to review options and | Katie H-S/ Julia Heath Celia Glynn- Williams | The Environmental Engagement Officers are liaising with the Culture Team over the inclusion of Climate related messaging in the Street Party Kits, with plans for a section on 'eco tips' within the street party guide. Update 20.06.22: Messaging on top tips for a green Jubilee celebration was put out on social media and in Medway matters online street party organisers were encouraged to collect extra recycling bags and use a brown bin for food waste. The Climate Response Team are due to have a stall at numerous events over the summer period including Armed Forces Day, Love Chatham Festival, Medway Pride and Wild about Capstone. | Complete |
|---|----------|--|---|---|--|----------|
| 2 | 01/02/22 | (7.2) Request for volunteer litter picks to be able to recycle waste. | The Waste Engagement Team to make recycling bags available and the Head of Environmental Services to request Medway Norse recycle these. | Julia Heath and Sarah Valdus | Recycling bags are available to residents and volunteer groups free of charge from Libraries (or can be supplied by the environmental engagement team). Further discussions to be had on collection of recycling. Update 22.06.22: Recyclable materials collected during litter picks are often contaminated, for example bottles/cans that have been littered still contain liquids as well as mud/grass/snails or other debris which can contaminate the rest of the load. There is also a greater risk of contamination from non-recyclables such as sweet wrappers compared to recycling at home. On balance Norse consider that the contamination issue is too great to make a separate collection of litter pick recycling viable. Residents that are able to sort non contaminated recycling collected during litter picks are asked to present this at the kerbside at home. | Complete |
| 3 | | Could links be made with larger companies such as Volker or BAE, to start sponsoring works that have higher costs such as recycling in parks and their involvement could be advertised. | Climate Response Team to consider asking larger companies such as BAE or Volker to sponsor initiatives | CR Team | The Climate Response Team will start to compile a list of projects for potential sponsorship and also local companies that could be approached. Update 30.03.22: This work will be progressed by the CR Team. Update 20.06.22: Volker sponsored last year's COP26 walk to school challenge by funding a scooter pod prize. The Climate Response Engagement Officer is currently organising a meeting with BAE Systems. A list of potential local companies is being developed and as climate response projects arise, we will consider an appropriate corporate sponsor. | Complete |

| 4 | (4.25) New growing spaces - Officers are looking at what allotment spaces we can add in time to be built into next year's capital programme. | 0 | Peter Garrett (Greenspaces) | Update 01/12/2021: No new funding opportunities have been made available to date but officers will continue to look for funding. Update 01/02/2022: Cozenton tree nursery report was approved by the Property board in December 2021. Officers are working with Norse to investigate cost neutral options for the running of the site by the end of January. Update 25.04.22: The aim is that delivery of the project will commence in summer 2022. Update 24.06.22: Work is due to commence on site clearance at Cozenton this July with the aim to be up and running by the spring of 2023. Also, as part of initial conversations on establishing an edible trail, we are looking to establish a food growing bed at Riverside Country Park in partnership with the local community, ranger team, Medway Adult Education and Medway Food Partnership. | Complete |
|---|---|-----|--------------------------------|---|----------|
| 5 | if they know the number of applications | 0 | Dave Harris (Planning) | Update 27.07.21: Further work required to embed the collation of this information within monitoring processes. Update to be given at next meeting. Update 01.12.2021: work still required – action to roll over Update 25.04.22 - Planning have confirmed that they are unable to use the planning application software to search for car clubs, however they will look to pick up on monitoring. The car club at Rochester Riverside has hybrid vehicles available for use. Update 20.06.22: The CR Team and Planning met to discuss the best way to monitor this. It has been agreed to trial copying the CR Team into correspondence on the discharge of S106 obligations related to car clubs so that we can monitor numbers going forward. | Complete |
| 6 | Energy and Transport sections of the emerging Local Plan. | 0 0 | Dave Harris (Planning) | Update 20/04/21: Planning service update to be programmed into future board meeting schedule. Update 01/12/2021: Include this item on the agenda in July 2022 alongside Low Carbon Business Support - TBC Update 20.06.22: Update 27.06.22: From 15th June, changes to the Building Regulations Part S apply which requires all domestic new builds to have the preparatory work completed for future installation of an EV charge point. Planning's Infrastructure Delivery Plan includes reference to EV charging infrastructure but planning can only influence new development. The EV strategy will address wider demand for EV infrastructure improvements. | Complete |

| 7 | 08/09/20 | Cllr Doe asked officers to consider contacting churches in Medway and invite them to join the scheme. Officers were made aware of guidance available through Natural England on positive management of wildlife within churchyards. | Greenspaces officers to raise awareness with internal teams to show how the Natural England guidance can be used and promote with local churches. | Peter Garrett (Greenspaces) | 28.03.2022 update: Greenspaces in church yards maintained by Medway Norse have been reviewed with the potential to reduce mowing regimes in specific areas. The Greenspace Team does not have the staff resource to promote externally with local churches. The CR Team will give consideration to further promotion via the MUGs network and Eco Hubs and on the CC webpages. Update 23.06.22: Medway Norse will be installing signs in the churchyards with naturalised areas in the coming month. The CR Team promoted Towards Plastic Free Medway's eco-church event, to have more churches signed up as community partners and are considering the option of an eco-church event during Great Big Green Week. A request has also been sent to Rochester Cathedral to do a case study on their Silver Eco Church Award. | |
|----|----------|--|---|--------------------------------|---|----------|
| 8 | 01/02/22 | (3.5) The group asked if the Pentagon will be part of Refit. | Once reviewed, the Head of Capital Projects to provide an update on the Pentagon Centre. | Rob Dennis | The strategy for the Pentagon works remains with the Portfolio Holder for Assets, who is in dialogue with Ellandi and MDC. There are no timescales on this to date. | Ongoing |
| 9 | 01/02/22 | (3.9) The group raised that at the Business Support Meeting, the issue of the retendering for the Mears contract was raised, and can it be confirmed if this work and the maintenance will take a significant role in the tendering process | The Head of Strategic Housing to confirm procurement process. | Mark Breathwick | Update 30.05.22: Carbon neutrality will play a significant role in both the work undertaken by the contractor but also in their commitments for their own organisations. A further update will be provided once more work has been undertaken to scope the new contracting arrangement. | Ongoing |
| 10 | 01/02/22 | (5.8) Medway Norse are working on a document on replacement timescales for the whole fleet and there are ongoing conversations about alternatives if it is not possible to move to electric now, smaller measures to improve energy efficiency and reduce CO2 and NOX emissions. These are ongoing works and once more information is received it will be shared with the Group. | The Head of Environmental Services to share Medway Norse plans with group once received. | | Medway's Environmental Services team and Norse are working in partnership to explore options for fleet replacement. Once options have been explored, information will be returned to the group, however this will likely take several more months before detailed information will be available. Update 22.06.22: Environmental Services are still working with Norse, Category Management and Finance to produce a fleet replacement strategy for portfolio holder approval, a weekly steering group has been initiated. The fleet has been risk assessed for priority of replacement and the group are in the process of refining financial modelling to inform any final strategy. | On-going |

| 11 | | (7.3) Request that recycling in parks is looked at. The Chair requested a pilot scheme as soon as possible. | with Waste and Greenspaces to take | Marion Phillips and Colinda LeGall | A pilot is planned at Riverside Country Park. The aim is to provide two recycling bins at the park, one at the café and one elsewhere on site. Once in place, the Environmental Engagement Team will be undertaking some public engagement and light monitoring of their use and survey the levels of contamination, one of the biggest issues affecting the success of recycling in parks. The Environmental Engagement and Climate Response Teams attended the 2022 English Festival to promoting recycling and the Climate Change Action Plan. 590 attendees were engaged on recycling. A bespoke duck recycling bin was in place to monitor and engage people on correct use, however due to high visitor numbers on the day this could not be monitored as closely as planned and there was some contamination. Update 23.06.22: We have been advised that the waste provider currently working at RCP is unable to provide the recycling service and Medway Norse are looking at alternative providers. | Ongoing |
|----|----------|--|--|---|---|---------|
| 12 | 01/12/21 | A draft social value policy has been produced. | Climate Response Officer to share the draft policy with the group. | Michael Kelly/Vicki Emrit | The draft social value policy is awaiting sign off from Cllr Gulvin and the Assistant Director of Legal at Procurement Board. Further to any additional requirements, the report will then be shared with the group. Update 22.06.22: Social Value policy is to be considered as part of Contract Procedure Rule review. | Ongoing |
| 13 | | More enquiries are being received around corporate volunteering opportunities from local businesses looking for ways to engage their staff in environmental improvements. The group requested a list of ways in which businesses could engage. | Climate Response Engagement Officer to create list of corporate volunteering opportunities that support the Climate Change agenda | - | VE has emailed ASL (Child Friendly City) regarding developing a shared offer of volunteer opportunities for young people however ASL does not have capacity to work on this at the moment. CR Team to compile list of potential opportunities. Insurance and H&S requirements to be checked. VE has also emailed Annamarie Lawrence as she was involved previously in collating volunteer opportunity info across the council, may be a useful reference. Update 30.03.22: This work is being progressed. Update 20.06.22: Included as an action in the refreshed action plan and incorporated within the Climate Change Comms and Engagement Strategy as an action for Oct-Sept. | Ongoing |
| 14 | | | 0 | Katie Hargrave- Smith and Mark Breathwick | The refreshed climate change web pages include a link to Simple Energy, which has information about Ground Source Heat Pumps. https://www.simpleenergyadvice.org.uk/measures/meta_ground_source_heat_pu mp. Officers will explore options for providing additional guidance to residents such as planning permission. Update 30.03.22: This will be progressed in Q1. Update 20.06.22: Climate Response Intern has commenced research on additional guidance that could be given to residents. | Ongoing |

| 15 | 27/07/21 | (4.1) The Chair advised that there is continued engagement with KCC and the Kent District. When Government grants become available, strategic Kent and Medway bids will be looked at as joint strategic bids are more likely to command attention. | A working group will be formed to work on this liaison for when grants become available. | Sarah Valdus (Climate Response and Environmental Services) | Update 01/12/2021: Existing Kent Climate Change Network (CCN) exists to support collaboration between districts. Climate Emergency Funding sub-group to take forward. Update 30.03.22 – Setting up this subgroup will be a priority for 2022/23. Update 20.06.22: The Climate Emergency Funding sub-group has its first meeting planned for July 2022. Funding is now a standing agenda item at the quarterly CCN meetings. Medway partnered with KCC on a successful bid for a LGA Behavioural Insights programme to target households who will be impacted by rising fuel costs but who are likely to be ineligible for Household Support Grants/property improvement grants. The Housing team are currently engaging with colleagues | Ongoing |
|----|----------|---|--|--|---|---------|
| 16 | 27/07/21 | (4.4) On point 1.2 regarding monitoring | Officers to take this up with the Head | Vicki Emrit | across the council to take this project forward. Greenspaces are currently working with KCC on the Woodland Creation Accelerator Fund due to be submitted in July. Update 01.12.2021: Business Intelligence team will be looking at streamlining | Ongoing |
| | | annual carbon emissions data, as we will be consistently monitoring in the future at some point it may be worth devolving some of the work to universities and interns. This could be included in the action plan, how we will monitor and accumulate data over the longer term | at as part of a transformation project. | (Climate Response) | carbon emissions data for 2020/21. We will continue to have university interns who will be able to assist with the collection and analysis of data. An Energy Officer has been appointed to the Capital projects team to assist with energy data, including that which pertains to the Re:fit programme. Officers will explore how universities may play a role in extrapolating Scope 3 emissions data. Update 21.04.22 – Data has been collected for 2020/21 and the carbon reporting working group are in the process of reviewing how the work can be streamlined. It is intended that additional reporting work will be undertaken by a student industry work placement in 2022 subject to appointment. Update 20.06.22: Appointment to industry placement to be confirmed in July. | |

| 17 | | (4.15) The group asked that natural capital calculations (4.3 robust financial strategy) be included. All big metropolitan centres have done these calculations. Cost savings down the line are huge and in terms of investment. People want to live in cleaner, greener areas, brings in work and business. | Look to incorporate natural capital calculations/green accounting as part of the action plan. | Peter Garrett (Greenspaces) | Update 01.12.2021: Officers are exploring an ecosystem services approach that will place a value on natural capital assets in Medway to enable better planning of biodiversity enhancements and mitigation measures against climate change. A pilot project is being delivered in East and West Sussex and officers have been in discussion with the South East Park Managers Forum to assess the best practice being developed when that project completes by April 2022. Officers have also been involved in the Kent Nature Partnership and its Biodiversity Recovery Network sub group that will be developing a strategic approach to this area of work that has just become a legal requirement of the new Environment Act. This is still very much in its early stages and will be further developed in 2022. It is planned that the State of Nature in Kent will be published by the end of 2021 that will further enable this work to be better planned. Update 30.03.22: Publication of State of Nature in Kent report delayed - now due by the end of June 2022. Update 21.06.22: The Kent Local Nature Recovery Strategy is paused until secondary legislation is published, which is not expected to be in place until Autumn 2022 earliest. Funding is being sought for a Nature-based Solutions Assessment to be undertaken which will look at Medway's current biodiversity, carbon sequestration and nutrient neutraility potential and habitat networks and outline strategic opportunities (type and scale) for biodiversity net gain, carbon capture and nutrient neutraility. | |
|----|----------|---|---|---------------------------------|--|---------|
| 18 | | (6.1) The Chair noted that a stakeholder board will be required to embrace businesses, public bodies such as the NHS. The board should have a robust structure. | Set up stakeholder board | Celia Glynn Williams (Comms) | Update 01.12.2021: Networks to be set up as per Climate Change Communications and Engagement Strategy. Currently establishing a community network. Update 30.03.22 – the establishment of a business network is included in the Communications and Engagement Strategy for 2022/23. Update 20.06.22: Consideration is currently being given to the best format for the business network and potential funding for a launch event. The intention is to progress this network once the community network has been established. | Ongoing |
| 19 | 08/12/20 | Request for EV strategy to be presented at a future meeting | Present EV strategy at a future meeting | Michael Edwards (Transport) | Update 20/04/21: Medway's EV officer working group continue to meet on alternative months to progress the EV workstream Update 31.01.22: EV Strategy is going to Cabinet April 2022 following which it will be shared with the group. Update 25.04.22 - The draft did not go to cabinet in April as it required further refinement following January's CMT. It is now being signed off before going through the internal governance approval processes. Following this it will be shared with the group. | Ongoing |

| 20 | 08/12/20 | Cllr Maple's request to understand the factors that may lead to a resident declining the installation offer, for example cost or inconvenience. | Officers responded that this will be investigated after the offer deadline of 11 December 2020 passes and will be reported back to the group once information is available. | Response) | Update 20/04/21: iChoosr anticipate that information will be made available during Summer 2021, post installation Update 01/12/2021: An evaluation report has been completed by KCC and is with officers for review and consideration for participation in the next round scheduled for Spring 2022. Update 30.03.22: Data on reasons for decline by district have been requested from iChoosr. Update 20.06.22: iChoosr have been chased. | Ongoing |
|----|----------|--|--|--|---|---------|
| 21 | 08/12/20 | forward, subject to Forestry Commission | planting programme to be taken | Peter Garrett (GAB)/ Colinda LeGall (Norse) / Celia GW (Comms) | Update 20/04/21: The Climate Change Action plan includes an action to develop a Tree Strategy for Medway and funded action plan, setting clear actions and targets to increase tree canopy cover and encourage community action. The draft of the strategy is being finalised following a review by officers and will then follow the appropriate governance approvals. The Urban Tree Challenge Fund was promoted via social media. Further to some incidents of anti-social behaviour, signs were put up to deter any further incidents and to explain the benefits of planting more trees across Medway 30.03.22 update: The final draft of the Tree Strategy is complete and will seek Council approval in Q1 of 22/23. Consideration will be given to specialist local provenance trees and we will plant appropriately in all open spaces. New funding rounds for LATF and UTCF have opened and we hope to submit bids in Q1 for next planting season. Update 21.06.22: Council approval of the tree strategy is being sought this autumn with full adoption due by Dec 2022 Applications have been submitted for the LATF and UTCF tree funds and we expect to hear the outcome in August. | Ongoing |
| 22 | 08/12/20 | Cllr Gulvin queried possible investment opportunities to plant specialist native trees as with Fort Amherst planting walnut trees for harvest | Consider possible future funding opportunities to plant specialist native trees as with Fort Amherst planting walnut trees for harvest. Priority being to increase tree stock for now. | Peter Garrett (GAB) | As above. | Ongoing |

| 23 | to encourage or insist that new builds incorporate? Need to understand what LPA can influence and how much is governed by national policy. | Agreed that Dave Harris is to be invited to the next meeting to give Planning input/advice into this. Forward actions to DH ahead of December meeting. Cllr Doe to discuss with Lewis Small at MDC. 17/06/20 update - Planning team to capture which of the items discussed at the June 2020 MAB will be picked up by the Local Plan, what additional resources will be required (including cost) and how we can achieve them. Officers to consider if there are any funds that we can bid for or learn from experience elsewhere. Agreed that opportunities will come from the development of the Local Plan. | Dave Harris (Planning) Vicki Emrit | DH invited to future MAB meetings. Planning officers attending Local Plan Climate Change workshop on 28th November hosted by Dover District Council – an update on how climate change mitigation and adaptation will be included in the Local Plan will be provided at December MAB. Full update on Local Plan to be given in March 20 once the climate change element of the Local Plan is further along. Planning officers provided update on Strategic plans to MAG in June 20 instead of March 2020. Update 30.03.22 -This will be considered as part of the Local Plan work. Update 20.06.22: Work will develop as part of the emerging local plan. | Ongoing |
|----|--|---|--|---|---------|
| 24 | Can we provide energy stats involved in waste management . Where does our waste end up? | Optain energy stats | (Climate Change) | Current Waste and Recycling stats are available at: End Destination Reports Energy stats to be included in review of scope 3 emissions Update 29.04.22: work to commence Summer 2022 subject to appointment of work placement. Update 20.06.22: Appointment to industry placement to be confirmed in July. | Ongoing |